

Course Learning Report

(revised 9/2013)

Course:

Date:

Author:

Overview of Course Learning Report Concepts

Competency: Statements of what students are expected to know and be able to do by the time they complete the learning experience.

Assessment Method: The systematic collection, review, and use of information about educational experiences undertaken for the purpose of improving student learning and development. Consider the following:

- WHAT—What is the assessment tool? (Example: course assignment, test questions, paper, presentation, project, portfolio, etc.)
- HOW— How will the assessment results be evaluated? (Example: rubric, answer key, observation checklist, rating scale, etc.)
- WHO—Who will conduct the assessment? (Example: 4 out of 5 faculty)
- WHEN—When will the assessment be conducted (semester, year, week)? (Example: spring 2013 week 16, etc.)

Expected Level of Achievement: Benchmark or specific level of performance expected of students serving as a point of reference by which performance is measured.

Results of Assessment: Summary of assessment results after analyzing assessment noted in the *assessment method* column.

Next Steps: Recommendations for improvements (if there are any). Next steps can include revisions to assessment methods, competency, syllabi, curriculum, teaching methods, student support, and other.

Continuing the Cycle of Improvement: If this is not the first cycle of assessment for this course / competency, what were the “**Next Steps**” from the previous assessment cycle? Include “**Next Steps**” status.

PROGRAM OUTCOME	Competency	Assessment Method	Expected Level of Achievement	Results of Assessment	Next Steps
	Competency 1	What: How: Who: When:	Expected:	Results:	Action: Date:
	Competency 2	What: How: Who: When:	Expected:	Results:	Action: Date:
	Competency 3	What: How: Who: When:	Expected:	Results:	Action: Date:
	Competency 4	What: How: Who: When:	Expected:	Results:	Action: Date:
	Competency 5	What: How: Who: When:	Expected:	Results:	Action: Date:
	Competency 6	What: How: Who: When:	Expected:	Results:	Action: Date: